



CITY OF ANNA AGENDA NOTICE – CITY COUNCIL WORKSHOP

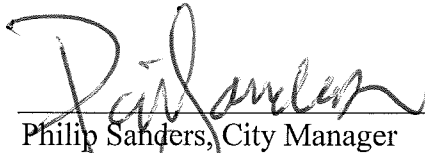
May 12, 2015

6:30 p.m. – Anna City Hall Administration Building

The City Council of the City of Anna will meet in Workshop Session at 6:30 p.m., May 12, 2015 at the Anna City Hall Administration Building, located at 111 N. Powell Parkway (Hwy 5), regarding the following items:

1. Call to Order.
2. Roll Call and Establishment of Quorum.
3. CLOSED SESSION (EXCEPTIONS): Under Tex. Gov't Code Chapter 551, the City Council may enter into closed session to discuss any items listed or referenced on this agenda under the following exceptions:
 - a. consult with legal counsel regarding pending or contemplated litigation and/or on matters in which the duty of the attorney to the governmental body under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with Chapter 551 of the Government Code **(Tex. Gov't Code §551.071)**;
 - b. discuss or deliberate personnel matters: City Secretary Update. **(Tex. Gov't Code §551.074)**.
4. Consider/Discuss/Action on any items listed on the posted agenda for May 12, 2015 City of Anna City Council Regular Meeting or any Closed Session occurring during this Workshop, as necessary.
5. Adjourn.

This is to certify that I, Philip Sanders, City Manager, posted this agenda at a place readily accessible to the public at the Anna City Hall and on the City Hall bulletin board at or before 5:00 p.m., May 8, 2015.


Philip Sanders, City Manager

1. The Council may vote and/or act upon each of the items listed in this agenda.
2. The Council reserves the right to retire into executive session concerning any of the items listed on this agenda, whenever it is considered necessary and legally justified under the Open Meeting Act.
3. Persons with a disability who want to attend this meeting who may need assistance should contact the City Secretary at 972 924-3325 two working days prior to the meeting so that appropriate arrangements can be made.



CITY OF ANNA AGENDA NOTICE – CITY COUNCIL REGULAR MEETING

May 12, 2015

7:30 p.m. – Anna City Hall Administration Building

The City Council of the City of Anna will meet in Regular Session at 7:30 p.m., May 12, 2015, at the Anna City Hall Administration Building, located at 111 North Powell Parkway (Hwy 5), to consider the following items.

Welcome to the City Council Meeting. Please sign the Sign-In-Sheet as a record of attendance. If you wish to speak on an open-session agenda item please fill out the Opinion/Speaker Registration Form and turn it in to the City Secretary before the meeting starts.

1. Call to Order.
2. Invocation and Pledge of Allegiance.
3. Citizen comments. *Citizens are allowed 3 minutes to speak. The Council is unable to respond to or discuss any issues that are brought up during this section that are not on the agenda, other than to make statements of specific factual information in response to a citizen's inquiry or to recite existing policy in response to the inquiry.*
4. Receive reports from Staff or the City Council about items of community interest. *Items of community interest include: expressions of thanks, congratulations, or condolence; information regarding holiday schedules; an honorary or salutary recognition of a public official, public employee, or other citizen (but not including a change in status of a person's public office or public employment); a reminder about an upcoming event organized or sponsored by the governing body; information regarding a social, ceremonial, or community event organized or sponsored by an entity other than the governing body that was attended or is scheduled to be attended by a member of the governing body or an official or employee of the municipality; and announcements involving an imminent threat to the public health and safety of people in the municipality that has arisen after the posting of the agenda.*
5. Proclamation regarding National Public Works Week.
6. Proclamation regarding Motorcycle Safety and Awareness Month.

1. The Council may vote and/or act upon each of the items listed in this agenda.
2. The Council reserves the right to retire into executive session concerning any of the items listed on this agenda, whenever it is considered necessary and legally justified under the Open Meeting Act.
3. Persons with a disability who want to attend this meeting who may need assistance should contact the City Secretary at 972 924-3325 two working days prior to the meeting so that appropriate arrangements can be made.

7. Consent Items. *These items consist of non-controversial or “housekeeping” items required by law. Items may be considered individually by any Council member making such request prior to a motion and vote on the Consent Items.*

- a. Approve the Vaquera Addition Development Plat. (Maurice Schwanke)
- b. Approve a Preliminary Plat of the Anna 455 Addition. (Maurice Schwanke)
- c. Approve a Site Plan and Landscape Plan for a convenience store located at northwest corner of FM 455 and Ferguson Pkwy. (Maurice Schwanke)

8. Briefing/Discussion regarding capital purchases for Public Works Department. (Joseph Johnson)

9. Consider/Discuss/Action regarding a Resolution authorizing the City Manager to execute a land Purchase and Sale Agreement with Charles K. Green. (City Manager)

10. Consider/Discuss/Action regarding an ordinance amending the FY 2015 Budget. (Clayton Fulton)

11. Consider/Discuss/Action regarding an ordinance expressing official intent to reimburse costs of City Hall Projects. (Clayton Fulton)

12. Consider/Discuss/Action regarding a resolution appointing Health Authority for the City of Anna. (Chief Gothard)

13. Consider/Discuss/Action regarding a resolution appointing an Acting City Secretary. (City Council)

14. CLOSED SESSION (EXCEPTIONS): Under Tex. Gov’t Code Chapter 551, the City Council may enter into closed session to discuss any items listed or referenced on this agenda under the following exceptions:

- a. consult with legal counsel regarding pending or contemplated litigation and/or on matters in which the duty of the attorney to the governmental body under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with Chapter 551 of the Government Code **(Tex. Gov’t Code §551.071)**;
- b. discuss or deliberate personnel matters: City Secretary Update. **(Tex. Gov’t Code §551.074)**.

1. The Council may vote and/or act upon each of the items listed in this agenda.

2. The Council reserves the right to retire into executive session concerning any of the items listed on this agenda, whenever it is considered necessary and legally justified under the Open Meeting Act.

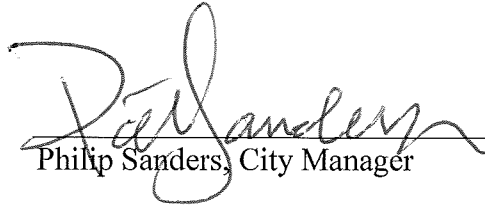
3. Persons with a disability who want to attend this meeting who may need assistance should contact the City Secretary at 972 924-3325 two working days prior to the meeting so that appropriate arrangements can be made.

The council further reserves the right to enter into executive session at any time throughout any duly noticed meeting under any applicable exception to the Open Meetings Act.

15. Consider/Discuss/Action on any items listed on posted agenda for May 12, 2015 Workshop Session or any closed session occurring during this Regular Meeting, as necessary.

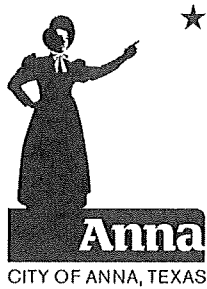
16. Adjourn.

This is to certify that I, Philip Sanders, City Manager, posted this agenda at a place readily accessible to the public at the Anna City Hall and on the City Hall bulletin board at or before 5:00 p.m. May 8, 2015.



Philip Sanders, City Manager

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City Council Agenda Staff Report

Date: May 12, 2015

Staff Contact: Joseph Johnson

Exhibits: Attached

AGENDA SUBJECT:

Proclamation for National Public Works Week sponsored by the American Public Works Association.

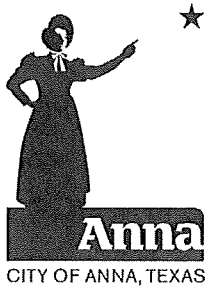
SUMMARY:

Public Works employees provide the foundational infrastructure that it takes to allow a city to thrive. Their efforts are important and should be recognized. As a part of our initiative to highlight the positive benefits that Public Works provides to our community we plan to celebrate National Public Works Week each year. This is our startup year and while no events are planned we do intend to highlight the importance of Public Works through various media. In future years we plan to begin with a small event and build each year from there. We will also be exploring a partnership with the School District to increase interest in Public Works and Public Service as a career path. Our goal is to foster open communication with our citizens and highlight Public Works service.

This year's theme for Public Works week is "Community Begins Here". This theme highlights that Public Works services are essential and foundational to a great quality of life.

STAFF RECOMMENDATION:

Staff recommends designating May 17-23 2015 as "National Public Works Week".



City Council Agenda Staff Report

Date: May 12, 2015
Staff Contact: City Manager
Exhibits: Yes

AGENDA SUBJECT:

Proclamation regarding Motorcycle Safety and Awareness Month.

SUMMARY:

May is Motorcycle Awareness Month. States around the nation use this month to educate motorists on recognizing motorcyclists, as well as encourage motorcyclists to be careful on the road.



City Council Agenda Staff Report

Date: 05/07/15

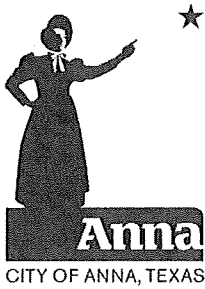
Staff Contact: Maurice Schwanke

Exhibits: Yes

AGENDA SUBJECT: Approve the "Vaquero Addition" Development Plat.

SUMMARY: The development plat submitted for your review is located within the extraterritorial jurisdiction of the City. The tract is in the Jonathan Douthett Survey and contains approximately twenty (20) acres of land. The property is located at 8245 County Road 832. The owner is proposing to build a house, garage and several out building structures on the tract. The submittal meets the City of Anna development plat requirement. The Planning and Zoning recommended approval of the development plat at their meeting May 4th, 2015. The vote was unanimous

STAFF RECOMMENDATION: Approval of the resolution



City Council Agenda Staff Report

Date: 05/07/15

Staff Contact: Maurice Schwanke

Exhibits: Yes

AGENDA SUBJECT: Approve a resolution regarding "Anna 455 Addition" preliminary plat.

SUMMARY: The preliminary plat request is to subdivide the Commercial Tract 1 into two lots. The purpose of this subdivide is to allow for a future commercial development at the intersection of Ferguson Road and west White Street (FM 455) where the proposed Lot 1, Block A, 1.297 is proposed as a future 7-Eleven store.

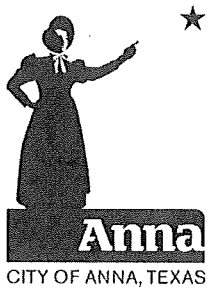
The remaining comments for the Preliminary plat are shown below. These comments will be addressed on the construction plans yet to be submitted.

1. Off-site easement will be required. Please provide off-site separate instrument easements for review prior to execution.
2. Construct the water line along FM 455 across the fire lane, install valve and plug. Plug shall be located 20-feet past the last valve.
3. Provide an 8-inch water line crossing across Ferguson Parkway along the north side of the 7-11 tract. Water line shall be stubbed to the property to the west and will be continued with future development. Fire hydrant shall be installed off of this 8-inch line at the drive located along Ferguson Parkway.
4. Verify that an 8-inch sanitary sewer line is sufficient for the basin development.
5. Overall storm sewer system shall be submitted for review. This development shows a portion of the overall system to be constructed, however it is unclear if this is adequately sized and placed. Overall system design shall be approved by the City prior to any portions of the system being constructed.

6. Overall storm sewer system shall be submitted for review. This development shows a portion of the overall system to be constructed, however it is unclear if this is adequately sized and placed. Overall system design shall be approved by the City prior to any portions of the system being constructed.

The Planning and Zoning recommended approval of the preliminary plat subject to staff's comments at their meeting May 4th, 2015. The vote was unanimous

STAFF RECOMMENDATION: Approval of the resolution



Item No. 7c
City Secretary's use only

City Council Agenda Staff Report

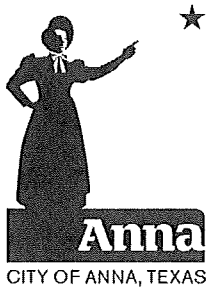
Date: 05/07/15
Staff Contact: Maurice Schwanke
Exhibits: Yes

AGENDA SUBJECT: Approve resolution regarding "7-Eleven" site and landscape plan.

SUMMARY: This site plan is for a future 7-Eleven retail store located at the northwest corner of the intersection of future Ferguson Road and West White Street (FM 455). The site plan has been reviewed by the staff and the comments presented to representatives of 7-Eleven. The attached site and landscape plans reflect the require changes requested by the Staff.

The Planning and Zoning recommended approval of the site and landscape plan at their meeting May 4th, 2015 subject to staff's comments. The vote was unanimous. Presently, a preliminary plat has been submitted that includes the lot location of the future store. Prior to development a final plat will need to be submitted and approved after approval of the civil construction plans prior to the issuance of a building permit.

STAFF RECOMMENDATION: Approval of the attached resolution



City Council Agenda Staff Report

Date: May 12, 2015
Staff Contact: Joseph Johnson
Exhibits: Attached

AGENDA SUBJECT:

Briefing/Discussion regarding capital purchases for the Public Works Department.

SUMMARY:

Capital purchases were authorized in an amendment to the 2014 Fiscal Year (FY 14) budget; however, the purchases were not completed in FY 14. At the close of the FY 14 budget, and in accordance with the City's financial policies, the City Manager assigned funds authorized, but not spent, in the amount of \$134,000 in the FY 14 budget for the capital purchases. Staff is recommending that the funds be reallocated in the following manner:

Original Allocation	Revised Allocation
Dump Truck - \$65,000 (purchased, \$80,807)	Vehicle - \$22,000
Vacuum Trailer - \$47,500	Spreader - \$8,500
Sewer Camera - \$9,000 (purchased)	Concrete Saw - \$8,000
Vehicle Lighting - \$12,500	Vehicle Lighting/Light Tower - \$5,693

Staff proposes to remove the vacuum trailer from this year's capital purchases and bring the item back to council for consideration in a future budget year. This would allow us to purchase an additional vehicle that is necessary for a new staff member. The concrete saw is needed for current Streets operations and will increase efficiency. The truck-mounted spreader will allow for a swift, efficient and effective winter weather response. Additionally, we would propose purchasing a mobile light tower/generator for emergency operations.

STAFF RECOMMENDATION:

Staff recommends reallocating funding in the manner described. The proposed reallocation will boost efficiency, provide reliable transportation for key staff and increase safety.



City Council Agenda Staff Report

Date: May 12, 2015

Staff Contact: City Manager

Exhibits: Yes

AGENDA SUBJECT:

Consider/Discuss/Action regarding a Resolution authorizing the City Manager to execute a Land Purchase and Sale Agreement with Charles K. Green.

SUMMARY:

The City has negotiated the purchase of a 3.5 acre tract of land located at the south west corner of CR 373 and SH 5 and immediately north of the existing public works facility. It is anticipated that the land will be used to accommodate the expansion of public works operations as we grow. The negotiated purchase price will be \$225,000 which is consistent with the independent appraisal report. Funds for this purchase will need to be allocated from the existing fund balance in the Utility Fund and General fund. A corresponding budget amendment is also on this agenda for Council consideration.

STAFF RECOMMENDATION:

Staff recommends approval of the attached resolution and Agreement.



City Council Agenda Staff Report

Date: 5/7/2015
Staff Contact: Clayton Fulton
Exhibits: Yes

AGENDA SUBJECT:

Consider/Discuss/Action regarding an ordinance amending the FY 2015 Budget

SUMMARY:

Staff have discussed the need for additional land at the public works site for future expansion of operations related to the City's streets, parks, and water works operations. The land immediately adjacent to the PW site is available for purchase at \$225,000. The site is also strategically located with frontage on CR 373 providing a secondary access point to the existing site.

The cost of the land would be split 50/50 between the Utility Fund and the General Fund. Funds are available in each respective fund without causing significant impact upon working capital in the Utility Fund or fund balance in the General Fund.

Additionally, the City has the need to fund a road alignment study, thoroughfare study, and traffic impact analysis for Ferguson Parkway and Foster Crossing. The City's current Thoroughfare Plan provides that Ferguson Parkway is to be a major north/south roadway. The attached task order for Birkhoff, Hendricks, & Carter fully explains the proposed project. While the cost for the study is \$36,200, developers will be responsible some of this project, the City's obligations would be \$15,000. Funds are available in the roadway developer fee account. These fees were negotiated with developers prior to the adoption of the City's roadway impact fee ordinance.

STAFF RECOMMENDATION:

Approve the attached ordinance amending the FY 15 budget.



City Council Agenda Staff Report

Date: 5/12/2015
Staff Contact: Clayton Fulton
Exhibits: Yes

AGENDA SUBJECT:

Consider/Discuss/Action regarding an ordinance expressing official intent to reimburse costs of City Hall Projects

SUMMARY:

The FY 15 budget includes the use of fund balance to retain architectural pre-design services for a new city hall. The City of Anna will likely issue debt for this potential project. In order to replenish the amount of fund balance committed to this project, the City must pass a reimbursement ordinance. The attached ordinance authorizes the use of bond proceeds to reimburse the general fund for capital expenditures related to the project.

The City has up to three (3) years from the time the first expenditure is made until the debt issued for the project is funded, otherwise the costs to be reimbursed are no longer eligible for reimbursement.

STAFF RECOMMENDATION:

Approve the ordinance expressing intent to reimburse costs of City Hall Projects



City Council Agenda Staff Report

Date: May 12, 2015
Staff Contact: Fire Chief Gothard
Exhibits: Yes

AGENDA SUBJECT:

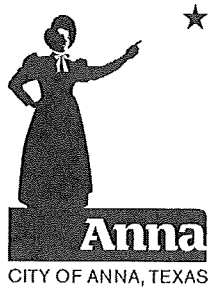
Consider/Discuss/Action regarding a resolution appointing Health Authority for the City of Anna.

SUMMARY:

Due to State regulations, reportable communicable disease information cannot be provided to City officials from County and State Health Authorities unless a City has appointed a City Health Authority. The attached resolution would authorize the appointment the Collin County Health Authority, Dr. Muriel Marshall and her successors in office, as the City of Anna's city health authority for purposes of communicable disease reporting. This Resolution and appointment will assist City officials with protecting the public health of our citizens.

STAFF RECOMMENDATION:

Staff recommends approval of the attached resolution and the appointment of Dr. Marshall as the City Health Authority.



City Council Agenda Staff Report

Date: May 12, 2015
Staff Contact: City Manager
Exhibits: Yes

AGENDA SUBJECT:

Consider/Discuss/Action regarding a resolution appointing an Acting City Secretary.

SUMMARY:

Section 3.15 of the City Charter states that all ordinances and resolutions adopted by the City Council must be authenticated by the seal and signature of the person performing the duties of the City Secretary. There are other duties described in State law that are required to be performed by a person bearing the title of City Secretary. Natha Wilkison, the current City Secretary, is on extended leave due to illness.

STAFF RECOMMENDATION:

We are recommending that the City Council appoint an Acting City Secretary that will be able to perform the duties of City Secretary.